

**MINUTES OF A COUNCIL MEETING**  
**DECEMBER 16, 2014**

The Hollywood Park City Council met in a regular session on December 16, 2014 at 7:00 p.m. in Town Hall. Notice was posted in accordance with the Texas Open Meeting Laws.

Mayor Chris Fails called the meeting to order with the following Council Members present: Steve Phillips, Sudie Sartor, David Neugebauer, Chris Murphy and Holly McBrayer. Also present: Finance-Naomi Faz, Police Chief-Shad Prichard, Fire Chief- John Butrico, City Attorney- Michael Brenan and City Secretary-Janice Alamia. Absent: Finance Director-Adelina Mardegain.

**PRESENTATIONS:**

- Armstrong, Vaughn & Associates: Mr. Phil Vaughn spoke to the Council concerning the fiscal year end audit. He stated the city has been given a clean opinion from the auditors and we are always ready and organized when they come to audit. The cash balance is up approximately 500,000 from the year before. We have 8 to 9 months of general operating fund saved so we are very healthy. The usual is 3 to 4 months. All departments and funds were in the black except for the Economic Development Committee. CM McBrayer stated she was still confused about the revenue and breakdown from the Clear Channel agreement and was not part of that decision and thinks we should be receiving more money. Mr. Vaughn explained the financial breakdown of the agreement. He also explained the liability on sick time pay-out which is currently in effect.
- HNTB: Tom Windorf from HNTB spoke to the Council concerning the Donella Street Project from 281 to Mustang Circle. He stated they meet with some Council members and Givler Engineering to review Givlers plans and costs. He stated they developed new alternatives from cost estimates they received from Givler Engineering. They will need additional surveying done. He provided a power point presentation showing a summary of cumulative costs at approximately \$1,263,568.00. This is a low range estimate projection and preliminary. This would need to be further reviewed.
- Hollywood Park Humane Society: The Humane Society donated a pet scanner for the Police Animal Control Officers. Members present were Tonya Cummings, Lacey Fails and Barbara Schmidt.
- City Secretary: Janice Alamia gave a presentation to the Council and residents showing how to navigate the newly renovated website.

**ANNOUNCEMENTS/ MAYOR AND CITY EMPLOYEES:**

1. Fire Report: Chief Butrico spoke about Santa Clause going to the Bagel Factory to meet any children he may have missed when he was at the Voigt Center.
2. Police Report: Chief Prichard stated there was a typo on the report city code violations. It should be 41 not 21 violations. Chief Prichard also added that Chief Butrico has been serving Hollywood Park for 20 years.
3. Financial report: None

4. City Secretary report: City Secretary, Janice Alamia announced that Mayor Fails has been accepted into Saint Mary's School of Law.
5. City Attorney report: None

**CONSENT AGENDA:**

1. Approve the Minutes of the Regular Council Meeting on 11/18/14.
2. Accept the Financial Statements as of 11/30/14.
3. Authorize Police Chief to purchase a taser and patches out of the Asset Seizure Fund for a total of \$1,340.40

CM Phillips made a motion to approve the Consent Agenda in its entirety. CM Neugebauer seconded the motion. The motion passed unanimously.

**OLD BUSINESS:**

1. **Discuss/Take Possible Action on an Ordinance #955 authorizing registration of certain animals during January of 2015 at no charge.**
  - a. Citizen Comments:
    - Tonya Cummings/129 Grand Oak: Ms. Cummings stated this was a great idea and thanked the Mayor for this decision.
  - b. Discussion: CM Sartor made the motion to authorize the registration of certain animals during January of 2015 at no charge. CM Neugebauer seconded the motion. The motion passes unanimously.

**NEW BUSINESS:**

1. **Discuss/Take Possible Action to authorize the Mayor to enter into a contract to repair roof with discussion on funds to be used.**
  - a. Citizen Comments: None
  - b. Discussion: CM Phillips spoke concerning the City Hall shingle roof that needed fixing. He recommended Soukup Roofing. He stated that in approximately 18 months we need to address the issue of the flat roof. CM McBrayer stated she had done some research on roofs and thinks we should get a 30 year warranty with any invoice we accept. She also stated we should get at least a 5 year workmanship guarantee and that there should be 4 nails per shingle installed. CM McBrayer stated she felt the expenditure should be from \$8,500 to \$9,000 for the shingle and flat roof both. She felt the current invoices were overpriced and that we needed to renegotiate the price, although she thought the Soukup would be a good vendor. CM McBrayer said \$4,700 to \$5,500 should be the price for the shingle roof alone. CM Sartor stated this was not in our budget so where is the money coming from? CM Phillips stated there is no life left on the shingled roof so it absolutely needs to be replaced. The Accountant, Naomi Faz stated she had spoken about this issue with the Finance Director, Adelina Mardegain and she was informed the money would have to come out of the reserve funds since it was not budgeted. CM Neugebauer made the motion to use Soukup to do the shingle roof repair and defer the flat roof at this time. CM Phillips seconded the motion.



The motion passed with Council Members Phillips, Murphy and Neugebauer voting Aye and Council Members Sartor and McBrayer voting Nay.

**2. Discuss/Take Possible Action to authorize the Mayor to enter into a contract to retain Civil Engineering Consultants as City Engineer.**

- a. Citizen Comments: None
- b. Discussion: Mayor Fails stated that we received several application in response to an RFQ request. There was a group of residents that gathered, 3 of whom were engineers, to study the applications. They came up with the determination that Civil Engineering Consultants [CEC] would be the best engineering firm for the City. The Mayor firmly agreed with the committee that this would be a good choice for the Town of Hollywood Park. Mayor Fails introduced and asked Dawn Green, Vice President of Strategic Marketing and Kyle Gass, Principal Project Manager of CEC to step forward and answer any questions the Council may have. After stating their qualification and conversation with the Council, Mayor Fails asked for a motion. CM Murphy made the motion to enter into a contract to retain Civil Engineering Consultants as City Engineer. CM Neugebauer seconded the motion. The motion passed unanimously.

**CITIZEN PARTICIPATION:**

- Brent Lane/613 El Portal: Mr. Lane stated the street signs will be done this month, including the deer, oak wilt and bicycle signs. The banners are still being worked on with CPS but it is coming along. We are working on possible grants and Mr. Prater and I are working with the Galleria Oaks to bring in more business. Thank you to the Garden Club for putting shrubbery in the marquee.
- Justin Moore/109 Antelope Drive: Mr. Moore spoke about the latest Night Ride the Bicycle Club had and he also spoke about the Holiday Bike Ride that will be occurring.

**ADJOURNMENT:** There being no other business, Mayor Fails adjourned the meeting at 8:47pm.

**MINUTES OF THIS MEETING APPROVED AS SUBMITTED (✓)  
CORRECTED ( ) THIS 20 DAY OF JANUARY, 2015.**

  
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Mayor, Chris Fails

**ATTEST:**

  
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City Secretary, Janice Alamia